

## ***HIV/AIDS Bureau Professional Development Series***

# ***HIV/AIDS PROVIDER TRAINING CALENDAR***

*July 2005-June 2006*

*Sponsored by:*  
Massachusetts Department of Public Health,  
HIV/AIDS Bureau,  
JRI Health Inc.,  
SPHERE, a program of  
Health Care of Southeastern Massachusetts Inc,  
AIDS Housing Corporation,  
& AdCare Educational Institute



***Updated November 2005  
New Housing Trainings Added!***

## SAMPLE STAFF TRAINING PLAN:

This sample staff training plan may be used for agency development of staff training and orientation plans. It is recommended that a copy of each employee's training plan be kept in the employee's file. This information may also be useful when completing reports for funders. This is not a training registration form.

Supervisor Staff Name: \_\_\_\_\_

### REQUIRED TRAININGS:

- ☐ All trainings that supervisees are required to attend

### HIGHLY RECOMMENDED TRAININGS: DATE ATTENDED:

- ☐ HIV Supervisory Skills \_\_\_\_\_
- ☐ Supervisors Forum \_\_\_\_\_  
(HIV Supervisory Skills is a prerequisite for the Supervisors Forum)

### Outreach/Prevention Educator

Staff Name: \_\_\_\_\_

### REQUIRED TRAININGS: DATE ATTENDED:

- ☐ Fundamentals of HIV, Hepatitis, & STDs \_\_\_\_\_  
(Prerequisite within last 2 years to attend all other trainings)
- ☐ Behavioral Risk Assessment & Risk Reduction: Core Standards & Practice \_\_\_\_\_
- ☐ Positive Prevention in Practice \_\_\_\_\_

### HIGHLY RECOMMENDED TRAININGS:

- ☐ Understanding Substance Use & Abuse \_\_\_\_\_
- ☐ The ABC's of Viral Hepatitis \_\_\_\_\_
- ☐ Understanding the Health Needs of GLBT Clients \_\_\_\_\_

### HIV Testing Counselor

Staff Name: \_\_\_\_\_

### REQUIRED TRAININGS: DATE ATTENDED:

- ☐ Fundamentals of HIV, Hepatitis, & STDs \_\_\_\_\_  
(Prerequisite within last 2 years to attend all other trainings)
- ☐ Behavioral Risk Assessment & Risk Reduction: Core Standards & Practice \_\_\_\_\_
- ☐ HIV Counseling & Testing: Core Standards & Practice \_\_\_\_\_
- ☐ Positive Prevention in Practice \_\_\_\_\_

### HIGHLY RECOMMENDED TRAININGS:

- ☐ Understanding Substance Use & Abuse \_\_\_\_\_
- ☐ The ABC's of Viral Hepatitis \_\_\_\_\_
- ☐ Understanding the Health Needs of GLBT Clients \_\_\_\_\_

If you have any questions regarding training content, required prerequisites or if you or staff are required to attend a particular training, please contact your MDPH contract manager at 617-624-5300.

### HIV Case Manager

Staff Name: \_\_\_\_\_

### REQUIRED TRAININGS: DATE ATTENDED:

- ☐ Fundamentals of HIV, Hepatitis, & STDs \_\_\_\_\_  
(Prerequisite within last 2 years to attend all other trainings)
- ☐ HIV Case Management: \_\_\_\_\_  
Core Standards & Practice  
(Participants are expected to read the joint MDPH/BPHC Case Management Standards of Care prior to attending training and be prepared to discuss their implications).
- ☐ Individual Service Planning \_\_\_\_\_  
for Case Managers
- ☐ Behavioral Risk Assessment & Risk Reduction: Core Standards & Practice \_\_\_\_\_
- ☐ Positive Prevention in Practice \_\_\_\_\_

### HIGHLY RECOMMENDED TRAININGS:

- ☐ Benefits for People Living with HIV/AIDS \_\_\_\_\_
- ☐ Understanding Substance Use & Abuse \_\_\_\_\_
- ☐ The ABC's of Viral Hepatitis \_\_\_\_\_
- ☐ Understanding the Health Needs of GLBT Clients \_\_\_\_\_

### Housing Case Managers

Staff Name: \_\_\_\_\_

### REQUIRED TRAININGS: DATE ATTENDED:

- ☐ HIV Housing Standards of Care \_\_\_\_\_
- ☐ All trainings that HIV Case Managers are required to attend

### HIGHLY RECOMMENDED TRAININGS:

- ☐ Housing Program Outcomes and Evaluation \_\_\_\_\_
- ☐ Mental Health Issues and Responses in Congregate Housing Settings \_\_\_\_\_
- ☐ Understanding Substance Use and Implementing Harm Reduction Strategies in HIV Housing Settings \_\_\_\_\_
- ☐ Legal Issues in HIV Supportive Housing \_\_\_\_\_

All other questions relating to training registration and logistics should be directed to AdCare Educational Institute at 508-752-7313.

# TRAINING SCHEDULE:

## Fundamentals of HIV, Hepatitis & STDs

*PREREQUISITE for all other trainings*

July 20, 2005	Holiday Inn, Worcester
September 8, 2005	Ctr for Trng & Dvpt, Boston
October 3, 2005	Ctr for Trng & Dvpt, Boston
November 1, 2005	Sheraton Hotel, Springfield
December 5, 2005	Ctr for Trng & Dvpt, Boston
January 10, 2006	Holiday Inn, Worcester
February 2, 2006	SSTAR, Fall River
March 2, 2006	Ctr for Trng & Dvpt, Boston
April 4, 2006	Holiday Inn, Worcester
May 2, 2006	Ctr for Trng & Dvpt, Boston
June 6, 2006	Holiday Inn, Worcester

## Behavioral Risk Assessment & Risk Reduction

July 26&27, 2005	Holiday Inn, Worcester
September 21&22, 2005	Ctr for Trng & Dvpt, Boston
November 3&4, 2005	SSTAR, Fall River
December 7&8, 2005	Ctr for Trng & Dvpt, Boston
February 7&8, 2006	Holiday Inn, Worcester
April 11&12, 2006	Ctr for Trng & Dvpt, Boston
May 9&10, 2006	Holiday Inn, Worcester
June 21&22, 2006	Ctr for Trng & Dvpt, Boston

## HIV Counseling & Testing

August 3&4, 2005	Holiday Inn, Worcester
October 19&20, 2005	Ctr for Trng & Dvpt, Boston
November 9&10, 2005	Ctr for Trng & Dvpt, Boston
January 18&19, 2006	Holiday Inn, Worcester
February 15&16, 2006	Ctr for Trng & Dvpt, Boston
March 8&9, 2006	Holiday Inn, Worcester
May 16&17, 2006	SSTAR, Fall River
June 13&14, 2006	Ctr for Trng & Dvpt, Boston

## Positive Prevention

August 17&18, 2005	Holiday Inn, Worcester
October 11&12, 2005	Ctr for Trng & Dvpt, Boston
December 13&14, 2005	Holiday Inn, Worcester
January 24&25, 2006	Ctr for Trng & Dvpt, Boston
March 22&23, 2006	Ctr for Trng & Dvpt, Boston
April 25&26, 2006	Holiday Inn, Worcester
May 23&24, 2006	Ctr for Trng & Dvpt, Boston
June 27&28, 2006	SSTAR Fall River

## HIV Case Management

September 27&28, 2005	Holiday Inn, Worcester
November 2&3, 2005	Ctr for Trng & Dvpt, Boston
January 17&18, 2006	SSTAR, Fall River
February 22&23, 2006	Ctr for Trng & Dvpt, Boston
April 5&6, 2006	Holiday Inn, Worcester
June 7&8, 2006	Ctr for Trng & Dvpt, Boston

## Individual Service Planning for HIV Case Managers

December 6, 2005	Ctr for Trng & Dvpt, Boston
March 14, 2006	Holiday Inn, Worcester
June 20, 2006	Ctr for Trng & Dvpt, Boston

## Benefits for People Living with HIV/AIDS

<b>November 7, 2005 New Date!</b>	Ctr for Trng & Dvpt, Boston
January 26, 2006	Holiday Inn, Worcester
May 31, 2006	Ctr for Trng & Dvpt, Boston

## Understanding Substance Use & Abuse

September 14, 2005	SSTAR, Fall River
December 15, 2005	Ctr for Trng & Dvpt, Boston
March 29, 2006	Holiday Inn, Worcester
June 15, 2006	Ctr for Trng & Dvpt, Boston

## The ABC's of Viral Hepatitis

November 17, 2005	Ctr for Trng & Dvpt, Boston
February 21, 2006	SSTAR, Fall River
April 18, 2006	Ctr for Trng & Dvpt, Boston
May 25, 2006	Holiday Inn, Worcester

## Understanding the Health Needs of Gay, Lesbian, Bisexual and Transgender (GLBT) Clients

September 29, 2005	Ctr for Trng & Dvpt, Boston
November 7, 2005	SSTAR, Fall River
February 14, 2006	Ctr for Trng & Dvpt, Boston
June 8, 2006	Holiday Inn, Worcester

## TRAININGS FOR HOUSING CASE MANAGERS

### HIV/AIDS Housing Policies & Procedures and Standards of Care

July 21, 2005	100 Boylston Street, Boston
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### Housing Program Outcomes and Evaluation - Part I

September 13, 2005	New Beginnings, Framingham
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### Mental Health Issues and Responses in Congregate Housing Settings

November 8, 2005	Ctr for Trng & Dvpt, Boston
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### NEW! Understanding Substance Use and Implementing Harm Reduction Strategies for HIV Housing Providers

December 6 & 7, 2005	New Beginnings, Framingham
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### NEW! Legal Issues in HIV Supportive Housing, Part I: CORIs and Working with Undocumented Clients

January 19, 2006	Ctr for Trng & Dvpt, Boston
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### NEW! Legal Issues in HIV Supportive Housing, Part 2: Tenant Selection and Reasonable Accommodations

February 1, 2006	New Beginnings, Framingham
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### NEW! Housing Program Outcomes & Evaluation, Part 2

March 9, 2006	Ctr for Trng & Dvpt, Boston
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## TRAININGS FOR SUPERVISORS

### HIV Supervisory Skills

January 11&12, 2006	Ctr for Trng & Dvpt, Boston
March 15&16, 2006	Holiday Inn, Worcester
May 17&18, 2006	Ctr for Trng & Dvpt, Boston

### HIV Supervisors Forum

November 4, 2005	Ctr for Trng & Dvpt, Boston
February 3, 2006	Ctr for Trng & Dvpt, Boston
April 7, 2006	Holiday Inn, Worcester
June 16, 2006	SSTAR, Fall River

## TRAININGS IN SPANISH

Trainings are conducted in, and materials will be provided in, Spanish. Participants must be able to read and speak Spanish.

### Fundamentals of HIV, Hepatitis & STDs in SPANISH

October 25, 2005	Ctr for Trng & Dvpt, Boston
February 13, 2006	Holiday Inn, Worcester

### Behavioral Risk Assessment & Risk Reduction in SPANISH

March 28&29, 2006	Ctr for Trng & Dvpt, Boston
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### HIV Counseling & Testing in SPANISH

April 20&21, 2006	Ctr for Trng & Dvpt, Boston
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### HIV Case Management in SPANISH

Feb. 28 & March 1, 2006	Ctr for Trng & Dvpt, Boston
May 3&4, 2006	Holiday Inn, Worcester

## TRAININGS IN PORTUGUESE

Trainings are conducted in, and materials will be provided in, Portuguese. Participants must be able to read and speak Portuguese.

### Fundamentals of HIV, Hepatitis & STDs in PORTUGUESE

December 12, 2005	SSTAR, Fall River
March 14, 2006	Ctr for Trng & Dvpt, Boston

### Behavioral Risk Assessment & Risk Reduction in PORTUGUESE

April 18&19, 2006	SSTAR, Fall River
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### HIV Counseling & Testing in PORTUGUESE

May 31 & June 1, 2006	SSTAR, Fall River
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Training Schedule subject to change.  
For updated schedule and calendar please go to [www.mass.gov/dph/aids](http://www.mass.gov/dph/aids)

# FY '06 MDPH HIV/AIDS Bureau Training Calendar

JULY 2005				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20 Fund	21 Hous	22
25	26 - BRA -	27	28	29

AUGUST 2005				
M	T	W	Th	F
1	2	3 - C&T -	4	5
8	9	10	11	12
15	16	17 - PP -	18	19
22	23	24	25	26
29	30	31		

SEPTEMBER 2005				
M	T	W	Th	F
			1	2
5	6	7	8 Fund	9
12	13 Hous	14 USU	15	16
19	20	21 - BRA -	22	23
26	27 - CM -	28	29 GLBT	30

OCTOBER 2005				
M	T	W	Th	F
3 Fund	4	5	6	7
10	11	12 - PP -	13	14
17	18	19 - C&T -	20	21
24	25 Fund-SP	26	27	28
31	26	27	28	29

NOVEMBER 2005				
M	T	W	Th	F
	1 Fund	2 - CM -	3 - BRA -	4
7 Ben	8 GLBT	9 Hous	10 - C&T -	11
14	15	16	17 ABC	18
21	22	23	24	25
28	29	30		

DECEMBER 2005				
M	T	W	Th	F
			1	2
5	6 - Hous -	7 Fund	8 ISP	9 - BRA -
12	13 Fund-PR	14 - PP -	15 USU	16
19	20	21	22	23
26	27	28	29	30

JANUARY 2006				
M	T	W	Th	F
2	3	4	5	6
9	10 Fund	11 - Sup -	12	13
16	17 - CM -	18 - C&T -	19 Hous	20
23	24 - PP -	25	26 Ben	27
30	31			

FEBRUARY 2006				
M	T	W	Th	F
		1 Hous	2 Fund	3 SF
6	7	8 - BRA -	9	10
13	14 Fund-SP	15 GLBT	16 - C&T -	17
20	21 ABC	22 - CM -	23	24
27	28 - CM-SP -			

MARCH 2006				
M	T	W	Th	F
		1 - CM-SP -	2 Fund	3
6	7	8 - C&T -	9 Hous	10
13	14 ISP	15 Fund-PR	16 - Sup -	17
20	21	22 - PP -	23	24
27	28 - BRA-SP -	29 USU	30	

APRIL 2006				
M	T	W	Th	F
3	4 Fund	5 - CM -	6	7 SF
10	11	12 - BRA -	13	14
17	18 ABC	19 - BRA-PR -	20 - C&T-SP -	21
24	25 - PP -	26	27	28

MAY 2006				
M	T	W	Th	F
1	2 Fund	3 - CM-SP -	4	5
8	9 - BRA -	10	11	12
15	16 - C&T -	17 - Sup -	18	19
22	23 - PP -	24	25 ABC	26
29	30	31 - C&T-PR -	Ben	

JUNE 2006				
M	T	W	Th	F
			1 - C&T-PR -	2
5	6 Fund	7 - CM -	8 GLBT	9
12	13 - C&T -	14	15 USU	16 SF
19	20 ISP	21 - BRA -	22	23
26	27 - PP -	28	29	30

## TRAINING KEY

**Fund** = Fundamentals of HIV, Hepatitis, STDs  
**BRA** = Behavioral Risk Assessment & Risk Reduction  
**Ben** = Benefits for PLWHA  
**GLBT** = Understanding Health Needs of GLBT Clients  
**Fund-SP** = Fundamentals of HIV, Hep & STD in SPANISH  
**Fund-PR** = Fundamentals of HIV, Hep & STD in PORTUGUESE  
**C&T-PR** = HIV Counseling & Testing in PORTUGUESE  
**BRA-PR** = Behavioral Risk Assessment in PORTUGUESE

**C&T** = HIV Counseling & Testing  
**PP** = Positive Prevention  
**USU** = Understanding Substance Use  
**Sup** = HIV Supervisory Skills  
**Hous** = Housing Training  
**C&T-SP** = HIV Counseling & Testing in SPANISH  
**BRA-SP** = Behavioral Risk Assessment in SPANISH  
**CM-SP** = HIV Case Management in SPANISH

**CM** = HIV Case Management  
**ISP** = Individual Service Planning  
**ABC** = The ABC's of Viral Hepatitis  
**SF** = Supervisors Forum

## FUNDAMENTALS OF HIV, HEPATITIS & STDs (1 DAY TRAINING)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This one-day training provides participants with basic and updated information about HIV, other STDs and Hepatitis. This includes risk factors, modes of transmission, signs and symptoms, testing/screening options, treatment overview, basic prevention and the relationship between HIV, other STDs and Hepatitis. Updated information on mother-to-child transmission and prevention, nonoxynol-9 and Reality condoms is also covered.

**Audience:** Required for MDPH-funded providers who deliver HIV, STD and Hepatitis services (within the last 2 years). Required for all new staff. Highly recommended for all veteran providers as a refresher course.

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30pm

8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

July 20, 2005	Holiday Inn, Worcester
September 8, 2005	Center for Training & Development, JRI Health, Boston
October 3, 2005	Center for Training & Development, JRI Health, Boston
November 1, 2005	Sheraton Hotel, Springfield
December 5, 2005	Center for Training & Development, JRI Health, Boston
January 10, 2006	Holiday Inn, Worcester
February 2, 2006	SSTAR, Fall River
March 2, 2006	Center for Training & Development, JRI Health, Boston
April 4, 2006	Holiday Inn, Worcester
May 2, 2006	Center for Training & Development, JRI Health, Boston
June 6, 2006	Holiday Inn, Worcester

### **Fundamentals of HIV, Hepatitis & STDs in SPANISH:**

October 25, 2005	Center for Training & Development, JRI Health, Boston
February 13, 2006	Holiday Inn, Worcester

### **Fundamentals of HIV, Hepatitis & STDs in PORTUGUESE:**

December 12, 2005	SSTAR, Fall River
March 14, 2006	Center for Training & Development, JRI Health, Boston

***This training is a PREREQUISITE for all other trainings.***

**All providers must have attended Fundamentals of HIV, Hepatitis & STDs within the last 2 years to attend any other trainings.**

## BEHAVIORAL RISK ASSESSMENT AND RISK REDUCTION: CORE STANDARDS AND PRACTICE (2 DAY TRAINING)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This two-day training provides participants with information and an opportunity to enhance skills in conducting a behavioral risk assessment within a harm reduction framework. This includes the goals, process and core components of a behavioral risk assessment, an introduction to a brief behavioral and health risk assessment tool, how to develop risk reduction plans, and a demonstration of the active referral process for HIV, other STDs, Hepatitis, substance abuse and mental health.

**Audience:** Required for all MDPH-funded providers who deliver HIV, STD and Hepatitis services including prevention, testing, case management, correctional health staff, and other clinical health services.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs

**Cost:** \$40.00 per person

**Time:** 8:30am-4:30pm (both days)

8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 12.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

July 26&27, 2005	Holiday Inn, Worcester
Sept 21&22, 2005	Center for Training & Development, JRI Health, Boston
November 3&4, 2005	SSTAR, Fall River
December 7&8, 2005	Center for Training & Development, JRI Health, Boston
February 7&8, 2006	Holiday Inn, Worcester
April 11&12, 2006	Center for Training & Development, JRI Health, Boston
May 9&10, 2006	Holiday Inn, Worcester
June 21&22, 2006	Center for Training & Development, JRI Health, Boston

### **Behavioral Risk Assessment & Risk Reduction in SPANISH**

March 28&29, 2006	Center for Training & Development, JRI Health, Boston
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### **Behavioral Risk Assessment & Risk Reduction in PORTUGUESE**

April 18&19, 2006	SSTAR, Fall River
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## HIV COUNSELING & TESTING: CORE STANDARDS AND PRACTICE (2 DAY TRAINING)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This two-day training provides participants with information about the HIV/AIDS Bureau goals, expectations and requirements regarding the delivery of HIV counseling and testing services. This includes informed consent, testing options, pre- and post-test protocols and scripts, specimen collection, data requirements, and core counseling skills.

**Audience:** Required for MDPH-funded health and human service providers who deliver HIV counseling and testing services.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs  
Behavioral Risk Assessment and Risk Reduction:

**Cost:** \$40.00 per person

**Time:** 8:30am-4:30pm (both days)  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 12.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

August 3&4, 2005	Holiday Inn, Worcester
October 19&20, 2005	Center for Training & Development, JRI Health, Boston
November 9&10, 2005	Center for Training & Development, JRI Health, Boston
January 18&19, 2006	Holiday Inn, Worcester
February 15&16, 2006	Center for Training & Development, JRI Health, Boston
March 8&9, 2006	Holiday Inn, Worcester
May 16&17, 2006	SSTAR, Fall River
June 13&14, 2006	Center for Training & Development, JRI Health, Boston

### **HIV Counseling & Testing in SPANISH**

April 20&21, 2006	Center for Training & Development, JRI Health, Boston
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### **HIV Counseling & Testing in PORTUGUESE**

May 31 &	SSTAR, Fall River
June 1, 2006	

## POSITIVE PREVENTION IN PRACTICE (2 DAY TRAINING)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This two-day training provides participants with a working understanding of a positive prevention framework including core components, interventions, and practical applications across HIV service systems. Participants learn about the impact of stigma, disclosure issues, substance use, and other co-factors that impact on risk and overall health of people living with HIV/AIDS. Participants practice assessing behavioral and health risk and developing individual risk reduction plans and messages for people living with HIV/AIDS. There is an opportunity to develop individual and agency action plans.

**Audience:** Required for all MDPH-funded providers who deliver HIV, STD and Hepatitis services including prevention, testing, case management, correctional health staff, and other clinical health services.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs  
Behavioral Risk Assessment and Risk Reduction

**Cost:** \$40.00 per person

**Time:** 8:30am-4:30pm (both days)  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 12.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

August 17&18, 2005	Holiday Inn, Worcester
October 11&12, 2005	Center for Training & Development, JRI Health, Boston
Dec. 13&14, 2005	Holiday Inn, Worcester
January 24&25, 2006	Center for Training & Development, JRI Health, Boston
March 22&23, 2006	Center for Training & Development, JRI Health, Boston
April 25&26, 2006	Holiday Inn, Worcester
May 23&24, 2006	Center for Training & Development, JRI Health, Boston
June 27&28, 2006	SSTAR Fall River

**HIV CASE MANAGEMENT:  
CORE STANDARDS AND PRACTICE  
(2 DAY TRAINING)**

**Presented by:** JRI Health, Center for Training and Development

**Description:** This two-day training provides participants with information regarding the HIV/AIDS Bureau goals, expectations and requirements regarding the delivery of HIV case management services. This includes standards of practice jointly developed with the Boston Public Health Commission, case management goals, functions, tasks, and communication and referral skills.

**Audience:** Required for all MDPH and BPHC-funded HIV case management service providers. Recommended for health and human service providers who provide social, housing or medical case management for people living with HIV/AIDS.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs

**Participants are expected to read respective *Standards of Care*** (i.e. *Housing Standards* for housing case managers, *HIV Case Management Standards* for all other case managers) **prior to training.** Participants should be prepared to discuss the *Standards of Care* and their implications for providing case management services.

**Cost:** \$40.00 per person

**Time:** 8:30am-4:30 pm (both days)  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 12.0 credit hours - Certificates of Completion will only be awarded, to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

**Dates & Locations:**

Sept. 27&28, 2005	Holiday Inn, Worcester
November 2&3, 2005	Center for Training & Development, JRI Health, Boston
January 17&18, 2006	SSTAR, Fall River
February 22&23, 2006	Center for Training & Development, JRI Health, Boston
April 5&6, 2006	Holiday Inn, Worcester
June 7&8, 2006	Center for Training & Development, JRI Health, Boston

**HIV Case Management in SPANISH**

Feb. 28 & Mar. 1, 2006	Center for Training & Development, JRI Health, Boston
May 3&4, 2006	Holiday Inn, Worcester

**INDIVIDUAL SERVICE PLANNING  
FOR HIV CASE MANAGERS  
(1 DAY TRAINING)**

**Presented by:** JRI Health, Center for Training and Development

**Description:** This one-day training helps new and veteran case managers refine skills and address questions regarding Individual Service Plan (ISP) development, writing Progress Notes (case notes) with a purpose, and Service Utilization Coding and Reporting. Participants learn what the ISP should include and techniques on how to develop a plan with full participation of the client. Participants receive a framework for developing and preparing ISPs and progress notes clearly and objectively, while reporting all service utilization accurately.

**Audience:** Required for all HIV case management service providers.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs  
HIV Case Management: Core Standards and Practice

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30 pm  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded, to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

**Dates & Locations:**

December 6, 2005	Center for Training & Development, JRI Health, Boston
March 14, 2006	Holiday Inn, Worcester
June 20, 2006	Center for Training & Development, JRI Health, Boston

**BENEFITS FOR PEOPLE WITH HIV/AIDS:  
THEIR STRUCTURES AND HOW IT ALL WORKS  
(1 DAY TRAINING)**

**Presented by:** JRI Health Inc., Health Law Institute

**Description:** This one-day training provides instruction on how to help clients obtain and maintain public and private income and health insurance benefits by gaining an understanding of benefits structures, how they work and how they fit together. Through case studies, participants review eligibility criteria, application procedures and learn about typical situations in which providers would need to advocate for the following programs: SSI, SSDI, EAEDC, private short and long term disability policies, unemployment compensation benefits, all MassHealth programs, Medicare and Medicare Supplements, private health insurance, Free Care, ACT Now, HDAP and HDAP/CHII. Participants learn about financial assistance available for utilities, and insurance premiums. Additionally, participants review issues around clients going to work while on disability benefits as well as resources for work search and skills training.

**Audience:** Highly recommended for all HIV case management service providers.

**Prerequisite:** Fundamentals of HIV, Hepatitis and STDs  
HIV Case Management: Core Standards and Practice (Highly Recommended)

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30 pm  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded, to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

**Dates & Locations:**

November 7, 2005	Center for Training & Development, JRI Health, Boston*
January 26, 2006	Holiday Inn, Worcester
May 31, 2006	Center for Training & Development, JRI Health, Boston

*\*Please note date change.*

**UNDERSTANDING SUBSTANCE USE AND ABUSE  
for non-drug and alcohol treatment providers  
(1 DAY TRAINING)**

**Presented by:** SPHERE, a program of  
Health Care of Southeastern Massachusetts, Inc.

**Description:** This one-day training reviews categories of substances, the basic concepts of addiction and recovery, including levels of use and abuse, treatment modalities, and assessment of referral readiness. This training explores attitudes and beliefs about people who use substances, challenges to addressing their needs, and different strategies to support them. Participants review the Alcohol and Other Drug (AOD) treatment continuum of care available in Massachusetts and identify appropriate resources and referrals for substance-using clients.

**Audience:** Highly recommended for non-drug and alcohol treatment providers, particularly providers of HIV/STD/Hepatitis or family planning services.

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30pm  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

**Dates & Locations:**

September 14, 2005	SSTAR, Fall River
December 15, 2005	Center for Training & Development, JRI Health, Boston
March 29, 2006	Holiday Inn, Worcester
June 15, 2006	Center for Training & Development, JRI Health, Boston



## THE ABC'S OF VIRAL HEPATITIS (1 DAY TRAINING)

**Presented by:** SPHERE, a program of  
Health Care of Southeastern Massachusetts, Inc.

**Description:** This one-day training provides a comprehensive overview of viral hepatitis including Hepatitis A, B and C. Participants learn the impact of hepatitis on the liver, risk factors and modes of transmission for each virus, epidemiology, signs and symptoms, testing/screening options, disease progression, and prevention methods. This training explores these connections between the risks for viral hepatitis, and the risks for HIV and other sexually transmitted diseases (STDs). There is an opportunity for participants to discuss their role in integrating viral hepatitis assessment and education into their work with clients.

**Audience:** Highly recommended for all health and human service providers including: HIV, STD, hepatitis, family planning, and substance abuse service providers.

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30pm  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

November 17, 2005	Center for Training & Development, JRI Health, Boston
February 21, 2006	SSTAR, Fall River
April 18, 2006	Center for Training & Development, JRI Health, Boston
May 25, 2006	Holiday Inn, Worcester

## UNDERSTANDING THE HEALTH NEEDS OF GAY, LESBIAN, BISEXUAL AND TRANSGENDER (GLBT) CLIENTS (1 DAY TRAINING)

**Presented by:** JRI Health Inc., Center for Training and Development

**Description:** This one-day training reviews continued health disparities among gay, lesbian, bisexual, and transgender (GLBT) communities. While some advances have been made for GLBT individuals, access to welcoming and high quality health care remains a difficulty. Participants explore each subpopulation, including its unique characteristics, challenges and strengths, as well as the diversity that exists within GLBT communities, including racial and ethnic diversity. Local resources, current research, and model programs are shared to educate and engage participants in the growing field of GLBT health beyond HIV. Participants are encouraged to share and discuss agency-specific strategies on how to make services more GLBT-friendly and reduce barriers to health care access.

**Audience:** Highly recommended for all health and human service providers including: HIV, STD, hepatitis, family planning, and substance abuse service providers.

**Cost:** \$25.00 per person

**Time:** 8:30am-4:30pm  
8:30am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.** Latecomers will not be admitted.

**CEUs:** 6.0 credit hours - Certificates of Completion will only be awarded to individuals who have completed the full day/s training and have paid all of the necessary registration fees.

### **Dates & Locations:**

September 29, 2005	Center for Training & Development, JRI Health, Boston
November 7, 2005	SSTAR, Fall River
February 14, 2006	Center for Training & Development, JRI Health, Boston
June 8, 2006	Holiday Inn, Worcester

HIV/AIDS HOUSING  
POLICIES AND PROCEDURES:  
STANDARDS OF CARE UPDATE  
(1 DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Description:** This one-day training offers HIV/AIDS housing providers an opportunity to orient themselves or refresh their knowledge of the new Standards of Care for HIV/AIDS residential providers, *Achieving Excellence*, including a discussion of changes to the standards, a review of some of the most critical elements, and a description of contractual obligations. Participants will be able to review and consider their program policies and procedures in light of new funding priorities, using AHC's Program Director's workbook as a tool.

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Cost:** \$25.00 per person

**Time:** 9:00am-4:00pm  
9:00am-9:30am Registration and Refreshments  
**Training will begin promptly at 9:30 am.**  
Latecomers will not be admitted.

**Dates & Locations:**  
July 21, 2005  
JRI Health Training Institute\*  
100 Boylston Street, 10<sup>th</sup> Floor, Boston

*\* Please note: This is the only Boston-area training scheduled for 100 Boylston Street. All other Boston trainings are at 25 West Street in Boston.*

OUTCOMES AND EVALUATION:  
MEETING FUNDING REQUIREMENTS  
AND DETERMINING PROGRAMMATIC  
SUCCESS, PART 1  
(1 DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Description:** This one-day training will assist providers in developing meaningful measures for program evaluation that satisfy both MDPH funding requirements and your program's need to determine how your work is making a difference in clients' lives.

*Please note:* This training is a two-part series; the second part will be offered later in the fiscal year and will allow providers time to continue working on the ongoing process of evaluation.

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Cost:** \$25.00 per person

**Time:** 9:00am-4:00pm  
9:00am-9:30am Registration and Refreshments  
**Training will begin promptly at 9:30 am.**  
Latecomers will not be admitted.

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**  
September 13, 2005  
New Beginnings Center, Framingham

MENTAL HEALTH ISSUES AND  
RESPONSES IN CONGREGATE  
HOUSING SETTINGS  
(1 DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Speakers:** Libby Zobel, LICSW and  
Story Stephenson, LICSW, JRI  
Health

**Description:** This one-day training will familiarize providers with some of the co-occurring mental health issues and diagnoses that can arise among clients with HIV and the challenges of responding to these issues in congregate living situations. The trainers will emphasize how to manage and avoid crisis through:

- understanding crisis warning signs
- de-escalating crisis when it occurs
- ensuring safety of staff and other residents

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Cost:** \$25.00 per person

**Time:** 9:00am-4:00pm  
9:00am-9:30am Registration and Refreshments  
**Training will begin promptly at 9:30 am.**  
Latecomers will not be admitted.

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**  
November 8, 2005  
Center for Training & Development,  
JRI Health, Boston

UNDERSTANDING SUBSTANCE USE  
AND IMPLEMENTING HARM  
REDUCTION STRATEGIES FOR HIV  
HOUSING PROVIDERS  
(1 1/2 DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Speaker:** Mary Gwynn, Healthcare of Southeastern Massachusetts, Inc.

**Description:** This one-and-a-half-day training will familiarize providers with the effects of substance use among people with HIV and how to implement harm reduction strategies in HIV housing programs. This training will focus on skill building for HIV housing providers in the areas of reducing harm in clients' lives and how harm reduction can be applied in the day-to-day operations of housing programs.

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Cost:** \$25.00 per person

**Time:**

**Day 1: 9:00am-4:00pm**

9:00am-9:30am Registration and Refreshments

**Training will begin promptly at 9:30 am.**

Latecomers will not be admitted.

**Day 2: 9:30 am – 12:30 pm**

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**

December 6 & 7, 2005

New Beginnings Center, Framingham

LEGAL ISSUES IN HIV SUPPORTIVE  
HOUSING, PART 1:  
CORIS AND WORKING WITH  
UNDOCUMENTED CLIENTS  
(1 DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Speakers:** Iris Gomez, Staff Attorney and Fairlie Dalton, Neighborhood Legal Services

**Description:** This one-day training, part one in a series related to HIV fair housing issues and federal and state housing laws, will address the complicated questions of dealing with CORIs and their applicability to supportive housing as well as the issues facing homeless, undocumented HIV positive immigrants who are in need of supportive housing services.

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services and others involved in determining and implementing housing program policy.

**Cost:** \$25.00 per person

**Time:** 9:00am-4:00pm

9:00am-9:30am Registration and Refreshments

**Training will begin promptly at 9:30 am.**

Latecomers will not be admitted.

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**

January 19, 2006

Center for Training & Development,  
JRI Health, Boston

LEGAL ISSUES IN HIV SUPPORTIVE  
HOUSING, PART 2:  
TENANT SELECTION AND  
REASONABLE ACCOMMODATIONS  
(HALF DAY TRAINING)

**Presented by:** AIDS Housing Corporation

**Speaker:** Ann Anderson, ADA Housing Services

**Description:** This one-day training, part two in a series on HIV fair housing issues and federal and state fair housing laws, will address the complex processes of accepting or denying applicants for supportive housing programs and responding to requests for reasonable accommodations.

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Cost:** \$25.00 per person

**Time:** 9:00am-1:00pm

8:30 am-9:00am Registration and Refreshments

**Training will begin promptly at 9:00 am.**

Latecomers will not be admitted.

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**

February 2, 2006

New Beginnings Center, Framingham

OUTCOMES AND EVALUATION:  
MEETING FUNDING REQUIREMENTS  
AND DETERMINING PROGRAMMATIC  
SUCCESS, PART 2  
(1 DAY TRAINING)

**Presented by:** AIDS Housing Corporation  
**Speakers:** Rachel Kogan, Jonathan Sherwood and Dawn Fukuda

**Description:** This one-day training will offer follow-up to providers who attended the part 1 training. The training will assist providers with revisiting the outcomes measures they previously developed and a discussion of concrete “next steps” for the evaluation process, including developing, using, and modifying tools for measuring outcomes. In addition, there will be a discussion of how outcome measurement is working:

- Are the outcomes measurable?
- What are the early results?
- What changes might be made to the evaluation or program design based upon the initial work and findings?

**Audience:** Highly recommended for all directors and front line service providers of HIV/AIDS residential support services and housing case management services.

**Prerequisite:** Outcomes and Evaluation: Meeting Funding Requirements and Determining Programmatic Success, part 1

**Cost:** \$25.00 per person

**Time:** 9:00am-4:00pm  
9:00am-9:30am Registration and Refreshments  
**Training will begin promptly at 9:30 am.**  
Latecomers will not be admitted.

**CEUs:** CEUs may be available. If interested, please contact AdCare at 508-752-7313.

**Dates & Locations:**

March 9, 2006  
Ctr for Trng & Dvpmt, JRI Health, Boston

HIV SUPERVISORY SKILLS  
(2 DAY TRAINING)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This two-day training reviews key roles and responsibilities of clinical and administrative supervisors, including recruitment, interviewing, hiring, and training and orientation. Participants learn how to conduct observations, set boundaries, manage conflict, provide constructive feedback, and support professional development of staff.

**Audience:** Highly recommended for supervisors of direct care staff that provides HIV/AIDS Services. Appropriate for new supervisors as well as more experienced supervisors.

**Cost:** \$40.00 per person

**Time:** 8:30am-4:30pm (both days)  
8:30am-9:00am Registration and Refreshments  
**Training will begin promptly at 9:00 am.**  
Latecomers will not be admitted.

**CEUs:** 12.0 credit hours - Certificates of Completion will only be awarded, to individuals who have completed the full day/s training and have paid all of the necessary registration fees

**Dates & Locations:**

January 11&12, 2006	Ctr for Trng & Dvpmt, JRI Health, Boston
March 15&16, 2006	Holiday Inn, Worcester
May 17&18, 2006	Ctr for Trng & Dvpmt, JRI Health, Boston

HIV SUPERVISORS FORUM  
(1/2 DAY Forum)

**Presented by:** JRI Health, Center for Training and Development

**Description:** This half-day facilitated forum is a follow-up to the HIV Supervisory Skills training. Participants present and discuss their own challenges as supervisors in a case-consultation format. This open format encourages colleagues to network, lend their experience and support, brainstorm options, and develop strategies for overcoming challenges. Forum facilitators provide support, feedback and tools for best practices.

**Audience:** Highly recommended for supervisors of direct care staff that provides HIV/AIDS Services. Appropriate for new supervisors as well as more experienced supervisors.

**Prerequisite:** HIV Supervisory Skills

**Cost:** \$10.00 per person

**Time:** 8:30am-3:00pm  
8:30am-9:00am Registration and Refreshments  
**Training will begin promptly at 9:00 am.**  
Latecomers will not be admitted.

**CEUs:** CEUs are not available for the Supervisory Forums.

**Dates & Locations:**

November 4, 2005	Ctr for Trng & Dvpmt, JRI Health, Boston
February 3, 2006	Ctr for Trng & Dvpmt, JRI Health, Boston
April 7, 2006	Holiday Inn, Worcester
June 16, 2006	SSTAR, Fall River

# POLICIES & PROCEDURES: HOW TO SIGN UP

**Register Early!! Class sizes are limited.**

## REGISTRATION

Registrations are processed by mail only. Participants are accepted on a first come, first served basis, with priority going to HIV/AIDS Bureau-funded providers who register. **Pre-registration is required because workshop sizes are limited and trainings tend to fill quickly.** Participants are advised to register early.

To register, please complete the form (or a photocopy) and mail it to **AdCare Educational Institute, 5 Northampton St., Worcester, MA 01605-3407** with your registration fee(s).

**PRIORITY WILL BE GIVEN TO MDPH-FUNDED PROVIDERS.**

## FEES

A nominal registration fee is charged for each training. Your registration fee pays for coffee, tea, juice, CEUs, and materials. **No food will be served at any of the trainings. Please plan accordingly.** Payment may be made by personal or organizational check. Please make checks or purchase orders payable to AdCare Educational Institute.

**If you register for a workshop, and do not attend, you will still be responsible for the registration fee,** unless you send a substitute, or cancel in writing five business days before the training. If a training is cancelled, or filled, you will receive a refund. **Registration fees are non-refundable, and non-transferable after the training has been completed.**

## TRAINING SCHEDULE

Unless otherwise stated, training hours are 8:30 a.m.- 4:30 p.m. There will be a one hour lunch break (lunch is on your own) and two fifteen minute breaks throughout the day. Coffee and beverages will be served in the morning.

**Latecomers will not be seated. Please allow adequate time for traffic and other delays.**

## CERTIFICATES OF COMPLETION

Certificates of completion will be awarded to participants who have completed the full day(s) of training, and have paid his/her registration fees. **Please do not make any personal or professional appointments during the days of the training,** as participants who miss more than 30 minutes from a full-day training or 60 minutes total from a two-day training will not be issued certificates of attendance. This applies to time missed from arriving late, leaving early, or returning late from lunch or the breaks.

Participants **MUST** be 18 years of age or older to attend.

## CEUs

Continuing Education Units will be offered for Certified Alcohol and Drug Abuse Counselors (CAC/CADAC), Certified Addictions Specialists (CAS), and Nurses (RN/LPN). For Licensed Mental Health Counselors (LMHCs), AdCare Educational Institute, Inc. is recognized by the National Board for Certified Counselors to offer continuing education for National Certified Counselors (NCCs). We adhere to NBCC Continuing Education Guidelines. Social Workers may contact AdCare Educational Institute to determine if an authorization number has been secured. "Certificates of Completion will only be awarded to those participants having completed the full day/s of training, and have paid their registration fee(s)." See training description for number of CEU hours offered.

## ATTENDANCE/CANCELLATION

When registering for a training, participants are expected to attend the full session or series. If registered participants cannot attend trainings, substitutions may be sent, or refunds are available if notified in writing 5 business days before the training begins.

## CANCELLATIONS DUE TO INCLEMENT WEATHER

Trainings are rarely cancelled, but if a training needs to be cancelled due to bad weather, a cancellation message will be recorded on AdCare Educational Institute's voicemail (508-752-7313), before 6:30 a.m. the morning of the training.

Cancellation information will also be announced on the following radio stations:  
WTAG-AM 508  
WSRS-FM 96.1



If you are Deaf or hard of hearing, or are a person with a disability who requires accommodation, please contact:

**Denise Henry at AdCare Educational Institute at (508) 752-7313,**  
**TTY: (508) 754-0039 or E-mail: [Denise@adcare-educational.org](mailto:Denise@adcare-educational.org)**

## QUESTIONS

If you have any questions regarding registration, training hours, directions or payment, please contact AdCare Educational Institute, Inc. at 508-752-7313; TTY: 508-754-0039.

If you have any questions regarding training content, required prerequisites or if you are required to attend a particular training, please contact your MDPH contract manager at 617-624-5300.





## DIRECTIONS

### BOSTON AREA:

**Center for Training and Development  
JRI Health  
25 West Street, 3rd Floor, Boston, MA 02116  
(617) 988-2605 x202**

***Please Note: This is a NEW location for Boston trainings.***

**BY “T”:** Take the T to Park Street (Red and Green Lines) or Downtown Crossing (Red and Orange Lines). From Park Street proceed down Tremont Street along the Common and take a left on West Street. From Downtown Crossing proceed down Washington Street Towards Chinatown and take a right on West Street. 25 West Street is next to ‘Fajitas and Ritas’ and across from the ‘Blaine Institute.’

**FROM THE NORTH:** Follow 128/95 to 93 South. Once in Boston, take Exit 25 to Haymarket Sq. / Government Ctr. Take a right onto New Chardon St, and follow it for 30 feet. Turn left on Cambridge St. At Government Center, bear right onto Tremont St. Turn left onto Boylston St, after one block turn left onto Washington, then turn left on West Street. 25 West Street will be on your right.

**FROM THE SOUTH:** Take I-93 North into Boston. Take exit 20 “Airport / South Station” and follow signs to South Station and downtown Boston. Turn left on Kneeland St., take a right on Washington St, then a left on West Street. 25 West Street will be on your right.

**FROM THE WEST/ I-90:** Take the Mass Pike/ I-90 East to Boston. Once in Boston, take exit for "Prudential Ctr. / Copley Sq." Once inside the tunnel bear to the right, follow signs for ‘Copley,’ this will put you on Stuart St. Follow Stuart St. to Berkeley St and take a left onto Berkeley. Take a right onto Boylston St. Follow Boylston past the Public Gardens. Proceed down Boylston, take a left on Washington St, then a left on West Street. 25 West Street will be on your right.

**FROM STORROW DRIVE (FROM LOGAN AIRPORT):** Follow sign out of airport into Sumner Tunnel (\$3 toll), at end of tunnel, bear right following signs for Storrow Drive. Take the exit to Copley Square (this is a left exit). Staying in the left lane, take a left on Beacon Street. Take an immediate right onto Arlington Street. Take a left into one of the two right most lanes on Boylston Street. Proceed down Boylston, take a left on Washington St, then a left on West Street. 25 West Street will be on your right.

#### **PARKING SUGGESTIONS:**

Allright Parking, 17-23 West Street, 617-426-6748  
Fitz-Inn Parking (Theatre District), 41 Stuart Street, (617) 338-9073  
Boston Common Garage, Charles Street, (617) 954-2096  
Radisson Hotel, 200 Stuart St, (617) 482-1800

**Latecomers will not be seated.**

**Please allow adequate time for traffic and other delays.**

Food will **not** be served at any of the trainings,  
please plan accordingly.

## CENTRAL MA

**Holiday Inn, Worcester  
500 Lincoln St., Worcester, MA  
(508) 852-4000**

**FROM THE WEST (SPRINGFIELD AREA):** Take Mass Pike East (Route 90 Burncoat/Lincoln East) to exit 10 (Auburn). After toll booth, follow the signs for Route 290 East, take exit 20 (St.). Go straight through first set of traffic lights. At second set of traffic lights turn left onto Lincoln St (Route 70). The Holiday Inn is 1/2 mile on the left across from Lowe’s and Target Shopping plaza.

**FROM THE EAST (BOSTON AREA):** Take the Mass Pike (Route 90) west to exit 11A - Route 495, after toll booth follow the signs for Route 495 North. From Route 495 North follow the signs for Route 290 West. Off Route 290 West, take Exit 20 (Burncoat/Lincoln St). Turn right onto Lincoln Street, the Holiday Inn Worcester will be approximately 1/2 mile on the left across from Lowe’s and Target Shopping plaza.

**New Beginnings Center  
Bethany Hill School Residence, Framingham, MA  
(508) 370-3968**

**FROM THE EAST (BOSTON AREA):** Take the Mass Pike (I-90) West to Exit 12 (Route 9). Follow the signs for Route 9 East. On Route 9 East turn right at the second traffic light (CVS is on the right), this is Temple Street. Turn right onto Temple Street. Go to the end of street and turn left onto Salem End Rd. At the next set of lights turn right, this is Winter Street. Stay on Winter Street until the end (Keefe Tech Vocational High School will be near the end of Winter St.). At the end of Winter Street, just over the bridge, turn left onto Route 135. As Route 135 bends to the left, bear right onto Winthrop Street. (Nicholas’ Pizza will be on your left after you bear right) Take next right onto Bethany Rd. Approximately 1/4 mile on the right; take entrance to Bethany Hill property. Go up hill to the stop sign. Take right at stop sign and immediate right into parking lot. Park at this end of the parking lot. Bethany Hill is the building with the stairs going up the side entrance.

**FROM THE WEST (SPRINGFIELD AREA):** Take the Mass Pike (I-90) East to Exit 12 (Route 9). Follow the signs for Route 9 East. On Route 9 East turn right at the second traffic light (CVS is on the right), this is Temple Street. Turn right onto Temple Street. Go to the end of street and turn left onto Salem End Rd. At the next set of lights turn right, this is Winter Street. Stay on Winter Street until the end (Keefe Tech Vocational High School will be near the end of Winter St.). At the end of Winter Street, just over the bridge, turn left onto Route 135. As Route 135 bends to the left, bear right onto Winthrop Street. (Nicholas’ Pizza will be on your left after you bear right) Take next right onto Bethany Rd. See *directions above for parking information.*

**FROM ROUTE 495 NORTH OR SOUTH:** Take Route 495 to Route 9 East. Follow Route 9 East several miles. You will pass the junction of Mass Pike. You will eventually pass a reservoir on the left (Chef Orient Restaurant will also be on your left). At the next traffic light you will see a CVS on the right, this is Temple Street. Turn right onto Temple Street. Go to the end of street and turn left onto Salem End Rd. At the next set of lights turn right, this is Winter Street. Stay on Winter Street until the end (Keefe Tech Vocational High School will be near the end of Winter St.). At the end of Winter Street, just over the bridge, turn left onto Route 135. As Route 135 bends to the left, bear right onto Winthrop Street. (Nicholas’ Pizza will be on your left after you bear right) Take next right onto Bethany Rd. See *directions above for parking information.*

## WESTERN MA

**Sheraton Springfield**  
**One Monarch Place, Springfield, MA**  
**(413) 737-2437**

**FROM THE NORTH:** Take I-91s To Exit 7. Off the exit, turn left at the traffic light. Travel straight through the next set of traffic lights. The hotel will be on the right.

**FROM THE SOUTH:** Take Bradley Apo/New York-RT 91N to Exit 4/East Columbus Avenue. Continue On Columbus Ave to 5th set of lights. Take Right onto Boland Way. Hotel Entrance is on the right.

**FROM THE EAST:** Take Mass Pike I-90W To Exit 4. Onto I-91S to Exit 7/Springfield Center--Columbus Ave. Take 1st Left onto Boland Way. Hotel Entrance is on the right.

**FROM THE WEST:** Mass Pike I-90E To Exit 4 Onto I-91S. Then travel approximately 6 miles and take Exit 7. Turn Left at the traffic light and travel straight through the next traffic light. The hotel will be on the right.

## SOUTHEAST AREA:

**SSTAR (Stanley Street Treatment and Resource Center)**  
**386 Stanley Street, SSTAR, Fall River, MA**  
**(508) 679-5222**

**FROM POINTS NORTH:** Take route 24 south to Exit 5 (President Avenue). The exit will place you on a rotary. Take the first right off the rotary onto President Avenue. You will pass a shopping area with McDonalds, CVS and Newport Creamery. Proceed through the first light. Take a right onto Chestnut Street immediately after Spencer Borden School. Take the second left onto Stanley St. (just before Durfee High School parking lot). Proceed through the first stop sign and use the second entrance for SSTAR on the right. There are two brick buildings\*.

**FROM POINTS SOUTH:** Take route 24 north to Exit 5 (President Avenue). The exit will place you on a rotary. Take the first right off the rotary onto President Avenue. You will pass a shopping area with McDonalds, CVS and Newport Creamery. Proceed through the first light. Take a right onto Chestnut Street immediately after Spencer Borden School. Take the second left onto Stanley Street (just before Durfee High School parking lot). Proceed through the first stop sign and use the second entrance for SSTAR on the right. There are two brick buildings\*.

**From Providence, RI:** Take 195 East take Exit 5 (No Tiverton/Fall River rte 79 & 138 ). Bear right off the exit onto route 79 north. Take the first exit (Davol Street). Follow Davol Street to the first set of lights and take a right onto President Avenue. Proceed up the hill to Robeson Street. Take a left onto Robeson and the first right onto Stanley Street. SSTAR is on your left\*.

*\*Conference Center Location: When you first enter the driveway for SSTAR the Conference Center is in the low-rise building on the right. Use the entrance at the north end of the parking lot (closest to Hood St.). You'll see a long accessibility ramp leading up to the entrance.*

# HIV/AIDS Provider Training Registration Form

July 2005 – June 2006

Registrations are processed by mail only, and pre-registration is required. To register please complete this form (or a photocopy) and mail it with your Registration fee(s) to:

AdCare Educational Institute, Inc.  
5 Northampton St., Worcester, MA 01605-3407

## PLEASE PRINT CLEARLY:

Name: \_\_\_\_\_  
First Name Middle Initial Last Name

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

(REQUIRED\*) Email: \_\_\_\_\_

**\*Registration Confirmation will be e-mailed to you at the email address listed above. Please print e-mail address clearly.**

Please take a moment to answer the following questions.  
Your answers are confidential.

### 1. WHICH ONE OF THE FOLLOWING BEST DESCRIBES YOUR JOB?

\_\_ Educator \_\_ Outreach \_\_ Nurse \_\_ Counselor \_\_ Clerical \_\_ Case Mgr  
\_\_ Housing Case Mgr \_\_ Administrator \_\_ Supervisor \_\_ Other \_\_\_\_\_

### 2. ARE YOU? \_\_ Female \_\_ Male \_\_ Transgender

### 3. Optional: DO YOU CONSIDER YOURSELF TO BE:

\_\_ Gay/Lesbian \_\_ Bisexual \_\_ Heterosexual \_\_ Other \_\_\_\_\_

### 4. WHAT IS YOUR RACE/ETHNICITY?

\_\_ White \_\_ Asian \_\_ African Amer. \_\_ Latino/a \_\_ Amer. Indian \_\_ Haitian \_\_ Portuguese  
\_\_ Other \_\_\_\_\_

### 5. WHAT LANGUAGE(S) DO YOU SPEAK OTHER THAN ENGLISH?

\_\_ English ONLY \_\_ Spanish \_\_ Portuguese \_\_ Creole \_\_ French  
\_\_ Khmer \_\_ Vietnamese \_\_ Other \_\_\_\_\_

### 6. WHAT IS YOUR PRIMARY LANGUAGE? \_\_\_\_\_

### 7. HOW LONG HAVE YOU WORKED AT THIS JOB?

\_\_ less than 1 year \_\_ 1-3 years \_\_ 3-6 years \_\_ 6+ years

### 8. HOW LONG HAVE YOU WORKED IN THE HIV/AIDS FIELD?

\_\_ less than 1 year \_\_ 1-3 years \_\_ 3-6 years \_\_ 6+ years

### 9. WHAT SERVICE(S) DO YOU PROVIDE? (THAT ARE FUNDED BY MDPH HIV/AIDS BUREAU): (check all that apply)

\_\_ Counseling & Testing \_\_ Prevention & Education \_\_ Case Management  
\_\_ Clinical Care \_\_ Corrections \_\_ Housing  
\_\_ Other: \_\_\_\_\_  
\_\_ Not funded by MDPH HIV/AIDS Bureau

### 10. IF YOU ARE FUNDED BY MDPH HIV/AIDS BUREAU, WHO IS YOUR CONTRACT MANAGER? \_\_\_\_\_

### 11. IF YOU HAVE PREVIOUSLY ATTENDED FUNDAMENTALS OF HIV, STDs, HEPATITIS, PLEASE INDICATE APPROXIMATE MONTH AND YEAR: \_\_\_\_/\_\_\_\_

Please indicate which trainings you would like to attend:

### Fundamentals of HIV, Hepatitis & STDs (\$25) - PREREQUISITE for all other trainings

<input type="checkbox"/>	7/20/2005	Holiday Inn	Worcester	401
<input type="checkbox"/>	9/8/2005	Ctr for Trng & Dvpt, JRI Health	Boston	406
<input type="checkbox"/>	10/3/2005	Ctr for Trng & Dvpt, JRI Health	Boston	412
<input type="checkbox"/>	11/1/2005	Sheraton Hotel	Springfield	417
<input type="checkbox"/>	12/5/2005	Ctr for Trng & Dvpt, JRI Health	Boston	425
<input type="checkbox"/>	1/10/2006	Holiday Inn	Worcester	432
<input type="checkbox"/>	2/2/2006	SSTAR	Fall River	438
<input type="checkbox"/>	3/2/2006	Ctr for Trng & Dvpt, JRI Health	Boston	447
<input type="checkbox"/>	4/4/2006	Holiday Inn	Worcester	455
<input type="checkbox"/>	5/2/2006	Ctr for Trng & Dvpt, JRI Health	Boston	463
<input type="checkbox"/>	6/6/2006	Holiday Inn	Worcester	472

### Behavioral Risk Assessment & Risk Reduction (\$40)

<input type="checkbox"/>	7/26/05	&	7/27/05	Holiday Inn	Worcester	403
<input type="checkbox"/>	9/21/05	&	9/22/05	Ctr for Trng & Dvpt, JRI Health	Boston	409
<input type="checkbox"/>	11/3/05	&	11/4/05	SSTAR	Fall River	419
<input type="checkbox"/>	12/7/05	&	12/8/05	Ctr for Trng & Dvpt, JRI Health	Boston	427
<input type="checkbox"/>	2/7/06	&	2/8/206	Holiday Inn	Worcester	440
<input type="checkbox"/>	4/11/06	&	4/12/06	Ctr for Trng & Dvpt, JRI Health	Boston	458
<input type="checkbox"/>	5/9/06	&	5/10/06	Holiday Inn	Worcester	465
<input type="checkbox"/>	6/21/06	&	6/22/06	Ctr for Trng & Dvpt, JRI Health	Boston	479

### HIV Counseling & Testing (\$40)

<input type="checkbox"/>	8/3/05	&	8/4/05	Holiday Inn	Worcester	404
<input type="checkbox"/>	10/19/05	&	10/20/05	Ctr for Trng & Dvpt, JRI Health	Boston	415
<input type="checkbox"/>	11/9/05	&	11/10/05	Ctr for Trng & Dvpt, JRI Health	Boston	423
<input type="checkbox"/>	1/18/06	&	1/19/06	Holiday Inn	Worcester	435
<input type="checkbox"/>	2/15/06	&	2/16/06	Ctr for Trng & Dvpt, JRI Health	Boston	443
<input type="checkbox"/>	3/8/06	&	3/9/06	Holiday Inn	Worcester	448
<input type="checkbox"/>	5/16/06	&	5/17/06	SSTAR	Fall River	466
<input type="checkbox"/>	6/13/06	&	6/14/06	Ctr for Trng & Dvpt, JRI Health	Boston	475

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

#### Positive Prevention (\$40)

<input type="checkbox"/>	8/17/05	&	8/18/05	Holiday Inn	Worcester	405
<input type="checkbox"/>	10/11/05	&	10/12/05	Ctr for Trng & Dvpt, JRI Health	Boston	413
<input type="checkbox"/>	12/13/05	&	12/14/05	Holiday Inn	Worcester	430
<input type="checkbox"/>	1/24/06	&	1/25/06	Ctr for Trng & Dvpt, JRI Health	Boston	436
<input type="checkbox"/>	3/22/06	&	3/23/06	Ctr for Trng & Dvpt, JRI Health	Boston	452
<input type="checkbox"/>	4/25/06	&	4/26/06	Holiday Inn	Worcester	462
<input type="checkbox"/>	5/23/06	&	5/24/06	Ctr for Trng & Dvpt, JRI Health	Boston	468
<input type="checkbox"/>	6/27/06	&	6/28/06	SSTAR	Fall River	480

#### HIV Case Management (\$40)

<input type="checkbox"/>	9/27/05	&	9/28/05	Holiday Inn	Worcester	410
<input type="checkbox"/>	11/2/05	&	11/3/05	Ctr for Trng & Dvpt, JRI Health	Boston	418
<input type="checkbox"/>	1/17/06	&	1/18/06	SSTAR	Fall River	434
<input type="checkbox"/>	2/22/06	&	2/23/06	Ctr for Trng & Dvpt, JRI Health	Boston	445
<input type="checkbox"/>	4/5/06	&	4/6/06	Holiday Inn	Worcester	456
<input type="checkbox"/>	6/7/06	&	6/8/06	Ctr for Trng & Dvpt, JRI Health	Boston	473

If you are attending the HIV Case Management Training **ONLY**:

\_\_\_Yes! I need a copy of the **HIV Case Management Standards of Care** e-mailed to me at the e-mail address listed on Registration Form Page 1.

\_\_\_Yes! I need a copy of the **HOUSING Case Management Standards of Care** e-mailed to me at the e-mail address listed on Registration Form Page 1.

\_\_\_No. I already have a copy.

#### Individual Service Planning for HIV Case Managers (\$25)

<input type="checkbox"/>	12/6/2005			'Ctr for Trng & Dvpt, JRI Health	Boston	426
<input type="checkbox"/>	3/14/2006			Holiday Inn	Worcester	450
<input type="checkbox"/>	6/20/2006			'Ctr for Trng & Dvpt, JRI Health	Boston	478

#### Benefits for People Living with HIV/AIDS (\$25)

<input type="checkbox"/>	11/7/05 –NEW Date!			Ctr for Trng & Dvpt, JRI Health	Boston	414
<input type="checkbox"/>	1/26/2006			Holiday Inn	Worcester	437
<input type="checkbox"/>	5/31/2006			Ctr for Trng & Dvpt, JRI Health	Boston	470

#### Understanding Substance Use & Abuse (\$25)

<input type="checkbox"/>	9/14/2005			SSTAR	Fall River	408
<input type="checkbox"/>	12/15/2005			'Ctr for Trng & Dvpt, JRI Health	Boston	431
<input type="checkbox"/>	3/29/2006			Holiday Inn	Worcester	454
<input type="checkbox"/>	6/15/2006			'Ctr for Trng & Dvpt, JRI Health	Boston	476

#### The ABC's of Viral Hepatitis (\$15)

<input type="checkbox"/>	11/17/2005			'Ctr for Trng & Dvpt, JRI Health	Boston	424
<input type="checkbox"/>	2/21/2006			SSTAR	Fall River	444
<input type="checkbox"/>	4/18/2006			'Ctr for Trng & Dvpt, JRI Health	Boston	459
<input type="checkbox"/>	5/25/2006			Holiday Inn	Worcester	469

#### Understanding the Health Needs of GLBT Clients (\$25)

<input type="checkbox"/>	9/29/2005			'Ctr for Trng & Dvpt, JRI Health	Boston	411
<input type="checkbox"/>	11/7/2005			SSTAR	Fall River	421
<input type="checkbox"/>	2/14/2006			'Ctr for Trng & Dvpt, JRI Health	Boston	442
<input type="checkbox"/>	6/8/2006			Holiday Inn	Worcester	474

(REQUIRED\*) E-mail: \_\_\_\_\_

#### HIV Supervisory Skills (\$40)

<input type="checkbox"/>	1/11/06	&	1/12/06	'Ctr for Trng & Dvpt, JRI Health	Boston	433
<input type="checkbox"/>	3/15/06	&	3/16/06	Holiday Inn	Worcester	451
<input type="checkbox"/>	5/17/06	&	5/18/06	'Ctr for Trng & Dvpt, JRI Health	Boston	467

#### HIV Supervisors Forum (\$10)

<input type="checkbox"/>	11/4/2005			Ctr for Trng & Dvpt, JRI Health	Boston	420
<input type="checkbox"/>	2/3/2006			Ctr for Trng & Dvpt, JRI Health	Boston	439
<input type="checkbox"/>	4/7/2006			Holiday Inn	Worcester	457
<input type="checkbox"/>	6/16/2006			SSTAR	Fall River	477

#### TRAININGS FOR HOUSING CASE MANAGERS

##### HIV/AIDS Housing Policies & Procedures and Standards of Care (\$25)

<input type="checkbox"/>	7/21/2005			JRI Health Training Institute, 100 Boylston St., Boston		402
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##### Housing Program Outcomes and Evaluation - Part I (\$25)

<input type="checkbox"/>	9/13/2005			New Beginnings Center, Framingham		407
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##### Mental Health Issues and Responses in Congregate Housing Settings (\$25)

<input type="checkbox"/>	11/8/2005			Ctr for Trng & Dvpt, JRI Health, Boston		422
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##### Understanding Substance Use and Implementing Harm Reduction (\$25)

<input type="checkbox"/>	12/6 & 12/7/2005			New Beginnings Center, Framingham		429
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##### Legal Issues in HIV Supportive Housing, Part I (\$25)

<input type="checkbox"/>	1/19/2006			Ctr for Trng & Dvpt, JRI Health, Boston		512
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##### Legal Issues in HIV Supportive Housing, Part 2 (\$25)

<input type="checkbox"/>	2/1/2006			New Beginnings Center, Framingham		513
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##### Housing Program Outcomes and Evaluation, Part 2 (\$25)

<input type="checkbox"/>	3/9/2009			Ctr for Trng & Dvpt, JRI Health, Boston		514
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#### TRAININGS IN SPANISH

##### Fundamentals of HIV, Hepatitis & STDs in SPANISH (\$25)

<input type="checkbox"/>	10/25/2005			Ctr for Trng & Dvpt, JRI Health, Boston		416
<input type="checkbox"/>	2/13/ 2006			Holiday Inn, Worcester		441

##### Behavioral Risk Assessment & Risk Reduction in SPANISH (\$40)

<input type="checkbox"/>	3/28 & 3/29/2006			Ctr for Trng & Dvpt, JRI Health, Boston		453
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##### HIV Counseling & Testing in SPANISH (\$40)

<input type="checkbox"/>	4/20&4/21/06			Ctr for Trng & Dvpt, JRI Health, Boston		#461
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##### HIV Case Management in SPANISH (\$40)

<input type="checkbox"/>	2/28 & 3/1/06			Ctr for Trng & Dvpt, JRI Health, Boston		#446
<input type="checkbox"/>	5/3&5/4/06			Holiday Inn, Worcester		#464

#### TRAININGS IN PORTUGUESE

##### Fundamentals of HIV, Hepatitis & STDs in PORTUGUESE (\$25)

<input type="checkbox"/>	12/12/05			SSTAR, Fall River		#428
<input type="checkbox"/>	3/14/06			Ctr for Trng & Dvpt, JRI Health, Boston		#449

##### Behavioral Risk Assessment & Risk Reduction in PORTUGUESE (\$40)

<input type="checkbox"/>	4/18 & 4/19/06			SSTAR, Fall River		#460
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##### HIV Counseling & Testing in PORTUGUESE (\$40)

<input type="checkbox"/>	5/31&6/1/06			SSTAR, Fall River		#471
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## Additional Training Resources for HIV/AIDS Providers

### AdCare Educational Institute

#### New England Institute for Addiction Studies

508-752-7313      www.neias.org  
Trainings for substance abuse treatment providers.

### AIDS Housing Corporation

617-927-0088      www.ahc.org

**AIDS Housing Corporation will be offering additional trainings from December-June 2006.** Registration information will be available early winter.

Training topics may include:

- Understanding Substance Use and Implementing Harm Reduction Strategies for HIV Housing Providers
- Legal Issues in HIV Supportive Housing (a 3-Part series)
- Outcomes and Evaluation (Part 2)
- HIV Medications and Adherence Issues for Supportive Housing Providers:
- Client Engagement in HIV Supportive Housing Programs

### Community Health Education Center (CHEC)

Boston: 617-534-5181      Lowell: 978-452-0003

Trainings on outreach skills and HIV 101.  
Certificate program for Community Health Workers.

### Friends of the Shattuck Shelter – LifeLines

617-524-4709 x12

Training and TA for providers on HIV-related needs of the homeless community; TA for statewide shelters about HIV and Hepatitis . Harm reduction and risk reduction planning with homeless individuals with or at risk for HIV

### Health Care of Southeastern Massachusetts

#### SPHERE – Statewide Partnership for HIV Education in Recovery Environments

Statewide: 1-800-530-2770

Brockton: 508-583-2250      Amherst: 413-256-3406

Training and TA for HIV and Substance Abuse providers, AIDS Service Organizations (ASOs) and community health centers (funded by MDPH) on harm reduction, HIV, STDs, Hepatitis, Substance Abuse, and integration into service delivery.

### JRI Health, Inc.

#### Management Assistance Program (MAP)

617-988-2605 x204

Technical assistance for providers on management assistance and organizational development.

#### Center for Training and Development

617-988-2605 x202

Trainings on support group facilitation, HIV-positive peer skill-building, boundaries & ethics, stigma, curriculum development and cultural competence.

### MassTACTIC

**MassTACTIC**, a project of the Boston AIDS Consortium, offers technical assistance and capacity development trainings **FREE of charge** to HIV/AIDS serving organizations in Massachusetts. Workshops travel to four main regions across the state including: Springfield/Worcester, Boston/Framingham, Lowell/Lawrence (North Shore), and Brockton/Fall River (South Shore).

The following trainings are offered:

- Strategic Planning
- A Journey to Cultural Competency
- Understanding and Using Public Health Data
- Grant Writing: Bringing Home the Money!
- From Theory to Practice: Using Behavioral Theory to Strengthen HIV Prevention
- Nuts and Bolts of Program Evaluation
- Board Development 101: Strengthening, Diversifying and Empowering Your Board of Directors

**To learn more about MassTACTIC, training dates and locations, please visit**

[www.bacboston.org](http://www.bacboston.org).

### New England AIDS Education & Training Center (NEAETC)

617-262-5657      www.neaetc.org

Trainings for clinicians and other health professionals

### STD/HIV Prevention Training Center of New England

The **Region I STD/HIV Prevention Training Center** provides professional training programs in sexually transmitted disease (STD) clinical management and HIV prevention education for physicians, mid-level providers and laboratorians involved in the management of STDs and HIV.

The following trainings are offered:

- STD Intensive (3-Day)
- Advanced STD Intensive (4-Day)
- Wet Mounts
- Stained Smears
- Flex Time Course
- Evening Dinner Lectures

**To learn more about the STD Prevention Training Center, training dates and**

**locations, please visit** [www.mass.gov/dph/cdc/stdtcmail/courses.htm](http://www.mass.gov/dph/cdc/stdtcmail/courses.htm)